

Colorado VSPC/Drop-off/Drop-box Accessibility Survey Form

For SOS office use only

Complete all sections of the survey below if you are using the site as a full VSPC and/or a drop off site. If you are using the site as a Drop Box only site, complete the information below up to "Entering the VSPC." Indicate and describe any accessibility barriers and note continual or new barrier removal plans.

To assist in recognizing and evaluating changes in accessibility, surveyors should also reference the initial ADA Checklist for Polling Places assessment for this location when completing this survey.

Survey results must be filed with the Colorado Secretary of State's office no later than 120 days before the election.

Scan and email the complete and signed survey to the Elections Division:
State.ElectionDivision@sos.state.co.us

Date received:

Comments:

General Information

Assessment date (mm/dd/yyyy):

County:

Surveyor's full name:

Surveyor's signature:

Location Information

Location name:

Street address (including city, zip code):

Building owner/management company:

Building representative name:

Type of building:

- School Church Government Private Business
 Clubhouse Other (describe) _____

Location Use

Election Type :

- Presidential Primary Primary General Coordinated Special

Location Type (check more than one if applicable)

- Voter Service Polling Center Drop-off Site Drop-box Site

Getting to the Polling Place/Drop-Box

| A. Parking Spaces | | <input type="checkbox"/> Not Applicable | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|---|---|------|------------------------|-------|----------------------------------|-------|-----------------------------------|--|---|-----------|---|------------|---|------------|---|------------|---|------------|---|------------|---|-------------|--------------------|---------------|-----------------------------------|------------------------------|-----------------------------|
| 1. | <p>Accessible spaces must connect to the shortest possible accessible route to the accessible building entrance or facility they serve.</p> <p>Is the minimum number of accessible parking spaces provided, based on the total number of available parking spaces? For your records, please record the following: Total number of spaces: Number of accessible parking spaces:</p> <table border="1"> <thead> <tr> <th><u>Total Number of Parking Spaces for Polling Place</u></th> <th><u>Minimum Number of Required Accessible Parking Spaces</u></th> </tr> </thead> <tbody> <tr> <td>1-25</td> <td>1 van-accessible space</td> </tr> <tr> <td>26-50</td> <td>1 space + 1 van-accessible space</td> </tr> <tr> <td>51-75</td> <td>2 spaces + 1 van-accessible space</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th><u>Total Number of Parking Spaces Provided in Parking Facility</u></th> <th><u>Minimum Number of Required Accessible Parking Spaces</u></th> </tr> </thead> <tbody> <tr> <td>76 to 100</td> <td>4</td> </tr> <tr> <td>101 to 150</td> <td>5</td> </tr> <tr> <td>151 to 200</td> <td>6</td> </tr> <tr> <td>201 to 300</td> <td>7</td> </tr> <tr> <td>301 to 400</td> <td>8</td> </tr> <tr> <td>401 to 500</td> <td>9</td> </tr> <tr> <td>501 to 1000</td> <td>2 percent of total</td> </tr> <tr> <td>1001 and over</td> <td>20, plus 1 for each 100 over 1000</td> </tr> </tbody> </table> <p>One of every six accessible parking spaces, or fraction thereof, must be “van-accessible.”</p> | <u>Total Number of Parking Spaces for Polling Place</u> | <u>Minimum Number of Required Accessible Parking Spaces</u> | 1-25 | 1 van-accessible space | 26-50 | 1 space + 1 van-accessible space | 51-75 | 2 spaces + 1 van-accessible space | <u>Total Number of Parking Spaces Provided in Parking Facility</u> | <u>Minimum Number of Required Accessible Parking Spaces</u> | 76 to 100 | 4 | 101 to 150 | 5 | 151 to 200 | 6 | 201 to 300 | 7 | 301 to 400 | 8 | 401 to 500 | 9 | 501 to 1000 | 2 percent of total | 1001 and over | 20, plus 1 for each 100 over 1000 | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| <u>Total Number of Parking Spaces for Polling Place</u> | <u>Minimum Number of Required Accessible Parking Spaces</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1-25 | 1 van-accessible space | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 26-50 | 1 space + 1 van-accessible space | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 51-75 | 2 spaces + 1 van-accessible space | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 76 to 100 | 4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 101 to 150 | 5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 151 to 200 | 6 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 201 to 300 | 7 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 301 to 400 | 8 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 401 to 500 | 9 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 501 to 1000 | 2 percent of total | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1001 and over | 20, plus 1 for each 100 over 1000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2. | If there is only one accessible parking space required, it must meet van accessible standards. Do van accessible spaces meet the minimum standard requirement? (132” minimum) | <input type="checkbox"/> Yes | <input type="checkbox"/> No | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3. | Are all-accessible parking spaces, including the access aisle, relatively level in all directions? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4. | Is each accessible parking space marked with a parking sign displaying the International Symbol of Accessibility? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5. | Do all accessibility signs identifying van parking spaces contain the designation “van accessible”? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6. | Are all accessibility signs at least 60 inches above the finish floor or ground surface measured to the bottom of the sign? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7. | If there is a curb between the access aisle and the accessible route to the building, is there a curb ramp that meets the minimum of 36”? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8. | Are the accessible parking spaces serving the voting area on the shortest accessible route to the accessible entrance? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9. | Do all accessible parking spaces have adjacent access aisles that are a minimum of 60” wide, run the full length of the parking space(s) and are marked so as to discourage parking in them? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | | | | | | | | | | | | | | | | | | | | | | | | | | |
| B. Passenger Drop-off Areas. | | <input type="checkbox"/> Not Applicable | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. | Is the passenger drop-off and loading area relatively level? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2. | Is a 36” wide curb ramp provided between the vehicle pull up area and the access aisle or the access aisle and the accessible route to the accessible entrance? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3. | Does an accessible route connect the curb ramp to the accessible entrance? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | | | | | | | | | | | | | | | | | | | | | | | | | | |

| C. Path of Travel | | | | |
|-------------------|---|------------------------------|-----------------------------|------------------------------|
| 1. | Is an accessible route (36" minimum width) provided from accessible parking spaces to the accessible entrance of the building? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 2. | Is an accessible route free of breaks and edges and is clear of debris such as snow, ice and leaves, and low-hanging objects such as tree branches? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 3. | Where an accessible route crosses a curb, is a 36" curb ramp provided? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> n/a |
| 4. | If part of the accessible route is on a slope, is an accessible ramp provided and in good condition? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> n/a |
| 5. | If an accessible ramp is provided, is the slope no greater than 1":12" or 8.3% grade? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> n/a |
| 6. | If an accessible ramp is provided, is there a hand rail along the walking slope with 12" extensions at the beginning and end of the railing? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 7. | Are wall-mounted objects, that project into a pedestrian route from the side or that are overhead, located so that people who are blind or who have low vision will either detect the objects before they run into them or safely pass under them? (e.g., wall-mounted boxes, signs, handrail extension, trees, drinking fountains) | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 8. | Are the undersides of exterior stairs enclosed or protected with a cane detectable barrier so that people who are blind or have low vision will not hit their heads on the underside? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> n/a |

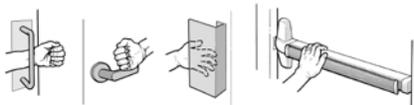
Drop-Box Accessibility

D. Depositing the Ballot

| | | | |
|----|---|------------------------------|-----------------------------|
| 1. | Is there at least a 30 x 48 inch clear floor space for a side approach on the opening to the ballot box? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. | Is the opening/door/slot on the ballot box no higher than 48 inches from the ground? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. | Is the opening/door/slot on the ballot box within 10 inches of the accessible vehicular or pedestrian route? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4. | If the ballot box has a door, does it take no more than 5 pound of force to operate? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 5. | If the ballot box has a door, can it be opened/closed or manipulated with one hand - without tight grasping, pinching, or twisting of the wrist? Or in other words can it be operated with a closed fist? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Entering the Site

E. Building Entrance

| | | | |
|----|--|------------------------------|-----------------------------|
| 1. | Is there at least one accessible entrance connected to an accessible route? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. | Is the door to the accessible entrance a minimum of 32" wide | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. | Is the door hardware (e.g., lever, pull, panic bar) usable with one hand without tight grasping, pinching, or twisting of the wrist?  Examples of handles and door hardware that can be used without tight grasping, pinching, or twisting. | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. | Does it take more than 5# of push or pull to open the accessible door? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4. | If there is an accessible door opener is it turned on and working properly? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 5. | If there is a threshold is it smooth and less than or equal to 1/2" high? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

F. Hallways, Corridors and Elevators

| | | | | |
|----|--|------------------------------|-----------------------------|------------------------------|
| 1. | Is there an accessible route that connects the accessible entrance to the voting area? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 2. | If there are stairs to get to the voting area, is there an accessible elevator or lift available? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 3. | Is the elevator accessible? (The entrance to the elevator must be a minimum of 36" wide, the interior of the elevator must be a minimum of 54" wide and 80" deep. If the elevator is a minimum of 60" wide, an acceptable depth may be a minimum of 60". There may be other acceptable width and depth combinations, please review the 2010 ADA Standards Chapter 4 Section 407.4 or contact the Secretary of State's office.) | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 4. | Are call buttons for the elevator a minimum of 54" above ground and a minimum of 3/4" in diameter? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 5. | Are visible and audible signals provided at the entrance of the elevator car? The visible signals must be a minimum of 72" above the ground? (up and down arrows/indicators) | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 6. | Are floor designations provided on the jambs of the elevator doorways entrances in 2" tactile characters and braille? These should be located below the visible floor designation. | | | |
| 7. | At each location on the way to the voting area where the accessible route passes through any door, does at least one door meet the following requirements? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> n/a |
| | a. Is the door a minimum of 32" wide? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| | b. Is the door hardware (e.g., lever, pull, push, panic bar) usable with one hand, without tight grasping, pinching, or twisting of the wrist? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| | c. Is there clear maneuvering floor space in front and on the pull side of each accessible door?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 8. | Are pedestrian routes leading to or serving the voting area, smooth, free of objects that protrude from the side or overhead into the route? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 9. | If provided, are the interior stairs along these routes built so that people who are blind or visually impaired cannot hit their heads on the underside? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> n/a |

Using the Polling Place

G. Voting Area

| | | | |
|----|---|------------------------------|-----------------------------|
| 1. | Is there an accessible entrance to the voting area that is a minimum of 32"? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. | Within the voting area, is there a 36" inch path of travel for check-in tables, a voting demonstration (if provided), and at least one accessible voting station? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. | Is the voting area free of objects that protrude from the side or overhead? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4. | Is the flooring smooth and slip resistant? (no carpet ripples, electrical cords, gaps or tripping hazards) | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Indicate and describe any changes in accessibility (improvements/barriers):

Barrier removal solutions: